

INTERDEPARTMENTAL MEMO

Hamilton County Juvenile Court Youth Center

TO: Stephen Hunter

FROM: Dwayne Bowman

DATE: 07/09/2013

RE: Administrative Paid-Leave

As of 07/09/2013, Stephen Hunter will be on paid administrative leave. This paid administrative leave is effective pending the results of an Internal Investigation and/or Administrative Review Conference for potential violations of Youth Center and/or Juvenile Court policy and procedure.


During this paid administrative leave, Mr. Hunter will be required to do the following:

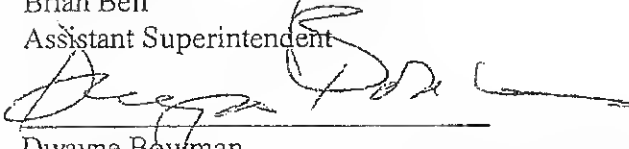
1. Return your Juvenile Court Identification Badge to your manager.
2. Have no contact with anyone at the Youth Center except for your manager, Vickie Brown-Smith, or Assistant Superintendent Brian Bell.
3. Refrain from being present on the Youth Center facility grounds.

You will be contacted further regarding the status of the Administrative Leave. If you have questions or concerns, please contact Ms. Brown-Smith, Mr. Bell, or Laura Wickett, Juvenile Court HR Director, anytime.


Stephen Hunter
Juvenile Corrections Officer

VBS-


Brian Bell
Assistant Superintendent


Dwayne Bowman
Superintendent

